



LEWIS COUNTY EMPLOYMENT OPPORTUNITY

Department: **Public Health & Social Services**

Position: **Animal Shelter Cleaner (Casual)**

Who may Apply: **Any Qualified Applicants**

Employment Status: **Casual employment**

Salary Range: **\$9.47/hr.**

Full Salary Range: **Casual range**

Posting Opens: **9/11/2015**

First Screening: **9/18/2015**

DEPARTMENT / OFFICE

This is a non-represented FLSA non-exempt position.

POSITION SUMMARY

Under close supervision, provides cleaning for the shelter animals kept in the County animal shelter.

Provides basic care for animals kept in the County animal shelter in compliance with all applicable rules, regulations, and procedures.

HOW TO APPLY

Application materials and job description are available online at www.lewiscountywa.gov/jobs or pick up an application package between the hours of 8:00 a.m. and 5:00 p.m. at:

Public Health & Social Services Department

360 NW North Street, 3rd Floor

Chehalis, WA 98532

or

Human Resource Department

351 Northwest North St.

RM 023

Chehalis, WA 98532

Application packets may be requested by calling (360) 740-1148. Please note: there may not be sufficient time for the packet to be mailed and returned by screening 9/18/15.

Lewis County accepts no responsibility for completeness of applications, the timely delivery or the loss or damage of data when sent by email, fax, U.S. Postal Service, private carrier, delivery service, or other provider. Application materials received by Lewis County become the property of the County.

WHO MAY APPLY

This recruitment is open to any qualified applicant who meets the minimum qualifications, can perform the essential functions and possesses the knowledge, skills and abilities as identified in the job description.

REQUIREMENTS

The following items are **REQUIRED** for your application to be considered complete and for you to be considered for this recruitment.

Note: ALL sections of the application must be complete. "See resume" is not acceptable.

- ✓ **Lewis County Employment Application**
- ✓ **Authorization to Release Information**
- ✓ **Cover Letter**
- ✓ **Resume**
- ✓ **Supplemental Questionnaire**

All application materials must be received in the Public Health & Social Services Department by 4:00 p.m. September XX, 2015. Late applications will not be accepted. Applications may be faxed to 360-740-1145 or emailed to sandi.andrus@lewiscountywa.gov providing a signed hard copy follows within 5 business days.

MINIMUM REQUIREMENTS

- High School Diploma or G.E.D.
- A valid Driver's License is required.
- May be required to pass a background investigation.
- Proof of eligibility to work in the United States
- Ability to speak, read, and write the English language effectively

NOTE: The information for State and Federal Reporting Form is voluntary. By providing this information, you assist the County in meeting state and federal reporting requirements. The information provided on this form is not used as a part of the review and selection process.

Lewis County is an equal opportunity employer that provides access, free from discrimination based on race, color, national origin, religion, age, sex, marital status, sexual orientation, military or veteran status, pregnancy, disability, genetic information or any other basis protected by law in employment or provisions of services.